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[ ] 8982-69  
Copy 6 of 6

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NRO REVIEW COMPLETED

JUL 21 1968

**MEMORANDUM FOR:** Deputy Director for Science and Technology  
**SUBJECT :** Candidate Approach to "Lessons Learned"  
Listing of S&T Technology Efforts

1. This memorandum is for your information only.
2. During an early July staff meeting, you requested thoughts on a simple method of documenting future technology efforts in terms of positive or negative results in order to provide an indicator of lessons learned.
3. At my request, [ ] looked into this and came up with a plausible first cut approach. I am attaching a copy for your information and consideration by your staff.

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[ ]  
**DONALD H. ROSS**  
Brigadier General, USAF  
Director of Special Activities

Attachment - 1  
As stated

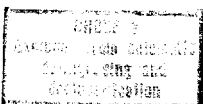
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**HANDLE VIA**

**CONTROL SYS**

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D/R&D/OSA [redacted] 25 July 1969

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Attachment to  
[ ] 8982-69

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### S&T TECHNOLOGY EFFORTS

**REQUIREMENT:** To identify quickly (at a glance) S&T technical efforts which are undertaken and to indicate generally whether their results are positive or negative in terms of feasibility, promise, or potential.

**PURPOSE :** To provide a basis of lessons learned from S&T technological efforts in order not to replough old ground; and by elimination to identify new unploughed ground.

#### APPROACH & CONSIDERATIONS:

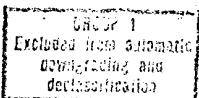
1. Provide enough information to answer requirement above.
2. Confine data to one listing with each effort described by a single line item entry.
3. Keep each entry brief to facilitate fast reading.
4. Update listing periodically - perhaps quarterly.
5. Consider IBM or other appropriate automated format if volume requires - similar to attached sample.
6. Format may be segregated according to category of effort such as aerodynamic, propulsion, sensors, navigation, communications, [ ]
7. Format probably should not be used as a periodic progress or status report because "results" in order to be brief yet meaningful should be based upon final input upon effort completion.
8. Format probably should be established and maintained by S&T staff.
9. Data input for S&T listing/format could be prepared by appropriate office upon completion of an effort and forwarded as a supplement to next quarterly progress report.

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### ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Candidate Approach to "Lessons Learned" Listing of  
S&T Technology Efforts

FROM:

D/R&D/OSA

EXTENSION

NO.

8982-69 ✓

224

DATE

25 July 1969

TO: (Officer designation, room number, and  
building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom  
to whom. Draw a line across column after each comment.)

1.

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2.

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3.

D/SA (Signature)

25 July

4.

RB/OSA (for distribution)

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